

Staff Meeting Minutes
Holy Apostles Catholic Church
Colorado Springs, Colorado
February 28, 2008

Members present: Sam Gioia, Audrey Sujkowski, Mary Superata, Pat Van Horn, Mike McGrady, Mary Parsons, Fr. Paul Wicker, and Deacon Chuck Matzker and Fr. Joe Damhorst

Absent: Deacon Mike Leverington

Maryanne Wright, recording

- I. The meeting was opened with a prayer and gospel readings for March 2, 2008. Fr. Paul reflected upon how people may be blind to the works of God. Sam shared his reflections about the new ministries that he is organizing. He now has six people, who are very interested in getting this ministry up and running. Mike McGrady reflected on how Christ is always present and sometimes appears to be in the shadows, but is always there. Fr. Joe reflected that it is hard to regard blindness as a gift, but it may be when blindness to some things occurs, God has a chance to work within us.
- II. Review modifications of last week's minutes: None.
- III. Preschool (School of Parental Formation) – Mary Parsons.
 - A. Safe Environment Training has been completed for the preschool children. Speakers came in to talk to the children. We are setting up a safe environment class later in the year so that the choir and ushers can attend. We will publicize the event so that anyone who needs the training can come.
 - B. Today's busy agenda for the preschool includes the gym classes and a school photographer.
 - C. Mike asked that the Youth, who will be conducting the VBS training in South Dakota, to attend the training. An individual has to be 18 years old before the background checks can be done.
 - D. Mary is hosting a Leadership Training Day for the Principals on April 8th.
 - E. There is lots of sickness going around the area and the preschool has been hard hit.
 - F. Mary is putting a few questions in her newsletter concerning the use of the new Coffee Shop. She is also asking parents to respond to the question: Why did you pick this school? This will give her an idea as to how she can better market the preschool to the public. Sam stated that Big Fish suggested that a map of the neighborhoods, detailing where the children live who come to this school, might be a good way to plan.

- G. Mary wants to post the Director of Preschool job on March 1. She is still refining the job description. She is adding computer skills to the description.
- IV. Liturgical Ministries (School of Sacramental Life Celebrated) – Audrey. Met with music ministers from the Diocese yesterday. Reviews directives and music from the USCCB. There was a discussion on teaching music to kids. How to get people involved in the Chrism mass was also discussed. Audrey enjoyed the different musical interpretations that were discussed and presented especially the Baroque and Latin American rhythms that can be used for the Liturgy.
- V. Formation Ministries (School of Faith Encountered) –Mary Superata.
 - A. Discussed the Deanery Meeting she attended along with the other DREs in the region. This was an historical meeting and gave all participants a unique perspective on working together. Beverly Martin, who works in the diocese offices of Evangelization talked about RE requirements.
 - B. Lenten Intergenerational Day is held on March 1st. Her staff has made up 200 take home packets. She is expecting 140 people to attend on March 1st.
- VI. Youth Ministries (School of Vocational Exploration)-Mike McGrady.
 - A. Mike has invited Confirmation candidates and their families have been invited to attend
 - B. Debbie Kunkel will help the Youth Groups with the preparation of the Living Stations of the Cross. The Youth will present a Living stations of the cross to the parish on March 14 at 7 pm in the Parish Hall. Soup and Bread meal will precede the presentation.
 - C. On March 7th the Middle School teens will start a “lock-in”. The Knights of Columbus will participate.
 - D. The confirmation retreat will be held April 25-27.
 - E. Mike invited all to attend a ceremony at St. Mary’s at 10 am to accept his candidacy to the diaconate.
- VII. Outreach Ministries (School of Pastoral Care and Justice) – Pat Van Horn.
 - A. SHARE discussions are continuing. The idea of an ecumenical effort, to include other churches in the area, is continuing to be promoted. The spirit of the SHARE program is ecumenical at its core.
 - B. The family Medical Clinic is sponsoring a Good Samaritan Award. Pat asked if anyone on the staff has someone to nominate. The nominations are due by April 15th. A discussion was held on the Apostle of Hope feature that is run in the bulletins. Mike mentioned the possibility of nominating members of the youth community to be featured. The possibility of having a “Volunteers and or Apostles of Hope” banquet was discussed.
 - C. Pat is trying to coordinate the logistics for Brown Bag. There is a chance that the Wesleyan church on Oro Blanco may be able to

host Brown Bag in November. The church is being rebuilt at this time. Pat has called the pastor, but has not received a response yet. Fr. Paul suggested that the pastors of the churches in the area meet, to discuss the possibilities for Brown Bag. Fr. Paul suggested that Pat set up a meeting to discuss Brown Bag here at Holy Apostles with the current volunteers.

- D. Pat is considering ordering Holy Apostles shirts for the staff.
- VIII. Charismatic Ministries (School of Call and Renewal) – Deacon Chuck Matzker.
 - A. Should be done with his renovations this week.
 - B. Deacon Chuck is preparing for the Communal Penance Celebration this week.
 - C. Sam asked that Deacon Chuck start to look at the Called and Gifted Program with the goal being to make the Program more accessible to the parish.
- IX. Ordained Ministries – Fr. Joe.
 - A. The New Testament series has begun. The class at Falcon has about 6 people in it.
 - B. Fr. Joe will offer a class on reflections on Native American Theology and how it parallels Christian Theology. The time, place and date will be determined.
- X. Pastoral Administration (School of Stewardship) – Sam Gioia.
 - A. The Apostles of Hope Ministry meeting met with six people. The people attending seemed to be very enthused and excited about this new ministry. Some of the issues addressed were what kind of coffee to be purchased. Fair Trade brands are being considered. A brewer and grinder have been purchased from a company that sells refurbished equipment.
 - B. The Newcomer Ministry wants to host a monthly dinner to welcome newcomers to the parish. A member of the staff will be available at this mass to answer questions. The ministry would like to have a table in the Hall that has newcomer information available. There are many ideas being considered about how to welcome the newcomers. Signs will be placed in the vestibule and the welcoming area advertizing the dinner. Another idea is to have the ushers hand out magnets that list the times for the liturgy and a coupon for free coffee to those who identify themselves as newcomers.
 - C. Maintenance Issues. Several issues have been brought to the staff's attention regarding the timing of cleaning the various areas of the church. The consensus is that cleaning activities should be coordinated with the office so that the events that are scheduled, do not conflict with cleaning activities. This way we can ensure that the cleaning carts and the chemicals used do not present a hazard to the building occupants. We do have many activities where many people visit and use the building throughout the day. It was

decided by the staff that David will coordinate with the office. He will determine what activities are being held and will then schedule his staff's cleaning activities. The type and strength of all chemicals used will be determined by David. This decision will enable maintenance to better assist the staff to carry out their duties.

- D. Sam is meeting with individuals from the Siena Institute on Thursday. They are the facilitators of the called and gifted Program.
- E. Another issue that has surface is the issue of security in the building. The tax help program has many people from the general public in the building. Since the Preschool is close to the area where this activity is held, we want to ensure that security is maintained. We are going to erect a divider to keep individuals in the area where they have business.
- F. The Easter bulletin will include events for the next few months.
- G. The ecumenical group that Sam has met with over the past month, chaired by Steve Bigari, has decided that the program to assist those in need will be called "Good Works" instead of "God Works." It was felt that a non-religious name may be a better way of promoting the program.

1. Administrative Items – Maryanne Wright

- a. There are no baptisms scheduled during mass throughout the Lenten season. We have two baptisms scheduled during mass. The first baptism is on April 6, 2008 and the second on April 13 at the 12 pm mass.
- b. Bulletin Board Requests.
 - i. A parishioner is starting an empanada business. We cannot post business solicitations at this time. We do plan on having a community-type board in the future.
 - ii. A poster for the Young Adult program, Gravity, was approved for posting.
- c. Facilities Usage Requests.
 - i. HACC Community of Women requested a table. This was approved.
 - ii. St Joseph's Day table tickets approved.
- d. Commentator Requests.
 - i. Library Book Sale approved.
 - ii. St. Joseph Day Table tickets approved.
- e. Second Collection
 - i. Catholic Relief Services on March 2nd.
 - ii. We have received a letter from Fr. Raj, of the Indian Mission. We have sent him a letter asking that he visit on August 23-24. On that weekend, Fr. Paul will visit the Ukraine.

XI. Pastor's issues- Fr. Paul.

- A. Fr. Paul has asked that the baptisms that are held at the 12 pm mass involved the youth that are in attendance.
 - B. Fr. Paul discussed the idea that the Body of Christ “corrects” any errors. By this, he proposed that the parishioners can and will exercise the authority to make sure that activities are in line with Christian values and mores. He spoke about the new ministries that are becoming a reality, and how the “body” will do the right thing with the operations of these ministries once staff guidance is given.
 - C. Jim Hammervold, the Vocations representative from Holy Apostles, is moving to Houston. We thank him for his dedication and wish him the best. We will start our search for a new representative. This is a good opportunity to look at goals and needs for this parish.
 - D. Fr. Paul was very happy with message that the Community of Women’s group passed along last Sunday to the parish.
 - E. Fr. Paul also mentioned that the Deanery meeting went very well. The DREs were included from the region. The topic was Evangelization.
- XII. Meeting closed at 1155.

Respectfully submitted,
Maryanne Wright